

This form is to be used for enrolments that cannot be processed online by students and must be signed off by the Course Coordinator of the class being added following discussion with the student.

It may be necessary to complete an Override form in conjunction with this application if there is a restriction on the class/course that you require enrolment in (for example full class).

This form must be lodged at Campus Central for processing on the same day it is approved.

### Personal details

Student ID:

Mr/Miss/Ms/Mrs:

First name(s):

Family name:

Date of birth:

Contact No:

Academic career:

☐ Undergraduate

☐ Postgraduate

☐ Non-Standard

Are you a full fee paying overseas student?

☐ Yes

☐ No

### Program details

Program code:

Program title:

### DROP Classes

Study period	Subject area	Catalogue number	Course Name	Class type	Class number	Day	Time

### ADD Class – Course Coordinator approval required

This class/course also requires an Override form (for example full class) which I have submitted in conjunction with this application.

☐ Yes

☐ No

Study period	Subject area	Catalogue number	Course Name	Class type	Class number	Day	Time
			Related class 1				
			Related class 2				

### Student Declaration

I authorise UniSA to enrol or drop me from the course(s) listed above and will undertake to make any payments by the due date.

Student Signature:

Date:

### Course Coordinator Approval

Staff members name:

Staff members signature:

Date:

**LODGING YOUR APPLICATION****With Campus Central****In person****City East**

Campus Central  
Level 3  
Playford Building

**City West**

Campus Central  
Level 2  
Jeffrey Smart  
Building

**Magill**

Campus Central  
Level 1  
B Block

**Mawson Lakes**

Campus Central  
Ground Floor  
C Building

**Mount Gambier**

Regional Centre  
Office  
Wireless Road  
Mount Gambier  
SA 5290

**Whyalla**

Campus Central  
Ground Floor  
Main Building  
111 Nicolson Ave  
Whyalla Norrie  
SA 5608

**By post**

University of South Australia  
Campus Central – (name of campus)  
GPO Box 2471  
Adelaide SA 5001

**By email**

City East

[campuscentral.cityeast@unisa.edu.au](mailto:campuscentral.cityeast@unisa.edu.au)

City West

[campuscentral.citywest@unisa.edu.au](mailto:campuscentral.citywest@unisa.edu.au)

Magill

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Mawson Lakes

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Whyalla

[campuscentral.whyalla@unisa.edu.au](mailto:campuscentral.whyalla@unisa.edu.au)

Mount Gambier

[campuscentral.mtgambier@unisa.edu.au](mailto:campuscentral.mtgambier@unisa.edu.au)

**OFFICE USE ONLY****Campus Central**

Date received:

Date processed:

Received by:

Processed by:

☐ CAF completed (if applicable)

☐ Tuition recalculated

☐ Notify student

Comments: